



Rhode Island COVID-19 Business Testing Program Out-Processing

June 7, 2021

The Rhode Island Department of Health (RIDOH) appreciates your participation in the on-site business testing program. Your continued participation supports the effectiveness of our State's response to COVID-19. **If you would like to discontinue COVID-19 testing in your workplace, please follow the below out-processing procedures.**

1. Termination timeline

- Per the MOU, businesses that wish to terminate their participation, obligations, and responsibilities as active participants need to inform RIDOH seven days in advance.
- Upon termination, the business must return all remaining unopened testing supplies to RIDOH within 30 days.

2. CLIA Close out process.

- The CLIA close out process will vary depending on your business' testing schedule.
 - **If your business has not tested anyone**, then the certificate was not used; therefore, the original CMS116 application can be resubmitted to RIDOH.COVID19BizTesting@health.ri.gov with "Closed" written on the top front page .
 - **If your business has been testing**, then the certificate has been actively used. An updated CMS116 with a new signature and date is required to close out the certificate. All CMS-116 forms that fall under this scenario must be executed on the form available here: [CLINICAL LABORATORY IMPROVEMENT AMENDMENTS \(CLIA\) \(cms.gov\)](#)

3. Inventory Reconciliation

- All **unopened** boxes of BinaxNOW Self-Swabbing Antigen test kits should be consolidated and returned to RIDOH's Test Kit distribution center (The Dunkin' Donuts Center, 1 LaSalle Square, Providence.) The reporting data that your business provided to RIDOH will be used to reconcile the number of tests resulted against what your business currently has on-hand.



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- Prior to returning the unused inventory, a project manager from the Rhode Island COVID-19 Testing Team will contact your business approximately seven days before closeout.
- Businesses will coordinate their return with Cameron Lewis, cameron.lewis.ctr@ohhs.ri.gov.

4. Final Biohazard Waste Pickup

- Refer to your "BinaxNOW Expectations" workflow document and schedule a pickup if your facility still requires our vendor's services to remove waste.

If you have any questions, please contact the Business Testing Contact Center at 888-

662-4354 or email RIDOH.COVID19BizTesting@health.ri.gov.